



**Department of General Services
Procurement Division**

707 Third Street, Second Floor, West Sacramento, CA 95605
(916) 375-4400 (800) 559-5529

Broadcast Date: September 26, 2014

Bulletin #: K-53-14

**TO: Procurement and Contracting Officers (PCOs)
Purchasing Authority Contacts (PACs)**

RE: Mandatory Statewide Contract 1-14-75-41D for Paper, Printing and Writing



Contract 1-14-75-41D for Paper, Printing and Writing is a Statewide Mandatory Contract awarded to Midtown Stationers effective September 10, 2014. This contract does not include an Off-ramp option. All purchases must be made through the awarded supplier, Midtown Stationers. Midtown Stationers is a certified California Small Business.

The State Contracting Manual, Volume II, Chapter 6, Section C, Topic 1.4 states:

Statewide mandatory contracts awarded by the DGS for non-IT goods may have a Small Business/DVBE Off-ramp, meaning State departments will be permitted to purchase equivalent products at the same or lower price from other sources that are certified small businesses or DVBEs.

To determine whether a particular mandatory contract has a Small Business/DVBE Off-ramp, consult the user instructions for that contract or use this [link](#).

There is no reference in the contract user instructions to the SB/DVBE Off-Ramp that would override or modify the mandatory nature of the contract; therefore, State users must utilize the contract for bulk paper purchases and may not use other suppliers when procuring at least the minimum order amount of forty cases or one pallet of Printing and Writing Paper.

If you have any questions regarding this notification, please contact:

Leanne Nguyen
(916) 375-4430
Leanne.Nguyen@dgs.ca.gov